

Message

From: Siciliano, CarolAnn [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=A0E84B7F6DDD4D92B99B2DBA90AA86B1-CSICILIA]
Sent: 1/5/2021 6:54:23 PM
To: Mayes, Desmond [Mayes.Desmond@epa.gov]; Wormell, Lance [Wormell.Lance@epa.gov]; Delores Barber [Barber.Delores@epa.gov]; Syed, Hamaad [Syed.Hamaad@epa.gov]; Mosby, Jackie [Mosby.Jackie@epa.gov]; Gray, Shawna [Gray.Shawna@epa.gov]; Vendinello, Lynn [Vendinello.Lynn@epa.gov]; Dennis, Allison [Dennis.Allison@epa.gov]; Weiner, Janet [Weiner.Janet@epa.gov]; Hofmann, Angela [Hofmann.Angela@epa.gov]; Nguyen, Khanh [Nguyen.Khanh@epa.gov]; Knott, Steven [Knott.Steven@epa.gov]; Tomassoni, Guy [Tomassoni.Guy@epa.gov]
Subject: OPS Transition next steps: Jan. 13 for some actions
Attachments: Alex Dunn Briefing Book 10.18.18.final.docx

Dear OPS leaders – First, I welcome Lance to the OPS Transition team. Lance will assist Desmond and me on Transition matters. Second, we have action items. See Rick’s list below with my annotations. Most of these items reside with OPS. (Lance, I apologize for not forwarding that meeting invitation to you.)

Timing: posted by January 20 (except for the top batch: please send these to CAS and Desmond by COB Wednesday January 13 for review)

Logistics: **Lance**, please find out from Sonia Altieri whether we are posting our materials to the Teams Transition site or something else. If we’re posting, I’ll rely on you to do that.

Engagement with CAS and Desmond: Except where noted below, please simply copy Desmond and me when you send your materials to Lance for posting (e.g., the Comms Tracker, the list of Petitions, the Audits overviews, etc.).

More information: Rick reports that the post-inauguration First Team will have about a dozen members. (We don’t know their names yet.) One member of the team is likely to be assigned to OCSPP and will function as our political deputy. We understand that the First Team members, including the OCSPP person, are likely to remain at EPA (in contrast to 2017, when all but one member of that First Team left after a few months).

I welcome questions and suggestions!

Thanks, all.

Carol Ann Siciliano
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From: Keigwin, Richard <Keigwin.Richard@epa.gov>

Sent: Tuesday, January 5, 2021 12:58 PM

To: Siciliano, CarolAnn <Siciliano.CarolAnn@epa.gov>; Tyler, Tom <Tyler.Tom@epa.gov>; Pierce, Alison <Pierce.Alison@epa.gov>; Dinkins, Darlene <Dinkins.Darlene@epa.gov>; Altieri, Sonia <Altieri.Sonia@epa.gov>

Cc: Wormell, Lance <Wormell.Lance@epa.gov>

Subject: Follow-up to 1/5 Transition Updates Meetings

Thank you for this morning's discussion. As a follow-up, here is the list of resources that we want to have ready by January 20th. I'm sure I forgot some items, so please add! Sonia has created a folder on our Transition Teams site for 2021 materials. Included in that folder is a "white board" to capture organizational questions we might want to pose to the First Team. Rick invites us to make suggestions. For example, OPS will want guidance from our First Team member about Comms, e.g., their interest in talking to the media in the first few months about EPA's OCSPP priorities; whether they want weekly Comms briefings or prefer a different level of engagement. **Please consider** other OPS-related topics that we might want to raise and share with Lance. **Lance**, you should have access to the Transition Teams site. If you don't, please contact Sonia Altieri. Go ahead and add the questions OPS comes up with. It's a brainstorming list, so our ideas are non-binding!

General

- Overview briefings of OCSPP with deeper dives on each of our major programs
 - We can use the materials from the reorg briefings we did, augmented by "101" overviews
 - We may want to also have some high level one-pagers of each office's statutes, major responsibilities, etc. See pp. 7-12 of the briefing book we used to help Alex prepare for her confirmation hearing, as possible examples

CAS note: please look at the Table of Contents in the attachment for guidance. I've identified the following OPS topics, but you might identify others. **Lance**, could you please manage the process of creating these documents? Desmond and I will want to see these before we post them. Deadline to us: COB Wed. January 13

- Overview of OPS – **Lance**, could you oversee drafting this one-pager, modeled on the examples in the attachment.
- OCSPP Hiring Plan – **MSD/ITRMD**: that would be a one-pager about our push to hire 158 new folks.
- [in 2018, OPPT had two one-pagers about OPPT Contracts Support and OPPT IT Support. **ITRMD**: please consider whether we should do something like this for OCSPP as a whole; no obligation.]
- SACC one-pager—**MSD/Steve Knott**
- SAP one-pager – **MSD/Steve Knott**

- Overview of OCSPP's current resources (e.g., FTE, \$\$, grants, etc.) **ITRMD & MSD**: Rick thinks a document like this already exists. If not, see the example on page 6 of the attachment.
 - Page 6 of the attached might be a good model
- OCSPP Communications – Use current comms tracker (OPS) **Allison**
 - Listing of communications activities during the past 60 days – purpose: to give our new person an idea of what we've been doing (and a sense of the volume of our work and what might prompt media questions, litigation, stakeholder interest)
 - Listing of expected communications activities, including awareness weeks, over the next 90 days – purpose: give our new person a chance to inform messaging (awareness weeks) and to help them begin to determine their level of Comms engagement
- Upcoming Regulatory Actions – Use download from ADP Tracker (OPS) **Angela**
- GAO/OIG Audits (OPS) **Janet**
 - Overview of ongoing GAO/OIG audits
 - 90-day outlook for upcoming deliverables/commitments from completed GAO/OIG audits
- Litigation and settlements (OGC is developing)
 - Upcoming litigation deadlines during the next 90 days
 - Upcoming settlement/consent order/consent decree commitments during the next 90 days

- List of pending petitions **MSD:/Angela:** Rick said that Connie Hernandez used to maintain a list of pending petitions for OPP. Let's update it. Alison Pierce and Darlene Dinkins are standing by to provide updates at your request.
 - Both rulemaking and non-rulemaking petitions
 - OPS to share "FEAD" format with OPPT [and OPP too, if Connie hasn't been keeping up with it for OPP since the Reorg]
- Summary of the types of routine Federal Register Notices we issue (OPS) **Angela:** this table will begin to acquaint our new person with the myriad types of FR notices they'll be asked to sign almost immediately; consider using one of your early RSB Weeklies with the new person to review this table with them.
 - RSB developed a great table about 2 years ago that might fit this need
- **CAS** will develop a Scientific Integrity one-pager

OPPT

- Detailed schedules for the risk management rules for the first 10 TSCA risk evaluations
- Detailed schedules for the next 25+ risk evaluations

OPP

- New active ingredient/major new use decisions expected in the first 90 days
 - Can use the "Hot Pesticides" listing
- Registration review schedule for FY21
 - Recently posted to the web; Darlene has in PowerPoint
- List of novel products for COVID-19
 - OPP to update the recent one-pager prepared for Alex

What did I miss?